



Geophysical Fluid Dynamics Laboratory INFORMATION SHEET

CHECK-IN

Sunday, June 5, 2016

12:00 PM – 4:00 PM

Conference & Event Services

71 University Place

Princeton, NJ 08544

CHECK-OUT

Saturday, July 30, 2016

Conference & Event Services

71 University Place

Princeton, NJ 08544

NOTE: We will not be able to accommodate any early arrivals before 12:00 PM on Sunday, June 5th. Furthermore, all participants must move out of the dormitory before and no later than 12:00 PM on Saturday, July 30th since the University needs to prepare the dorm rooms for incoming students. If you are arriving or departing to/from Princeton outside of the designated times listed above for check-in and check-out, you will need to find an alternate place to stay. Here are websites that list local hotels:

<http://www.campustravel.com/university/princeton/visit2.htm>

If special arrangements will be necessary for late arrivals on June 5, please contact Lucy Weise by email at lweise@princeton.edu or telephone at 609-258-1741.

You are required to check out in person between 9:00AM-12:00PM on Saturday, July 30.

Keys and prox cards that are issued to participants must be returned in-person at the designated check-out location.

Fees will be assessed for any item not returned.

- Key - \$100.00

IMPORTANT PHONE NUMBERS

Emergencies - Dial 911 (Call 609-258-3333 from your cell phone for on-campus emergencies)

Princeton University Public Safety - (609) 258-1000 (non-emergencies)

Princeton University Conference & Event Services (609) 258-6115 (8:30am-4:30pm Monday-Friday)

Download the PTENS emergency notification system Alterus App: <http://emergency.princeton.edu/stay-connected/new-alertus-desktop-notification-client>.

ACCOMMODATIONS

Participants will be residing in Spelman Hall at Princeton University. There is no air conditioning and you are not permitted to install one. We suggest that you bring a fan. All of the suites in Spelman are quads; four individual bedrooms, one bathroom, common room and kitchen. Each room is equipped with a twin bed, bureau, desk & chair per occupant.

Items to Bring

Bed linens (twin extra-long)
Extension cords
Desk lamp – no halogen lamps
Fan
Kitchen supplies
- Microwave
- Coffee maker
- Pots/pans
- Dishes and silverware
Coat hangers

Prohibited Items

Window air conditioners
Fire Hazards
- hot plates
- halogen lamps
- other heating devices
- candles

If prohibited items are found in your room, they will be confiscated and you will be liable for fines up to \$500. The complete policy on fire safety can be found at:

http://www.princeton.edu/us/housing/undergraduate_info/res_guide_draw/policies-and-procedures/fire-safety/

KITCHEN POLICY

A primary sanitation concern exists in the kitchen areas of dormitories. Thus, kitchen inspections are held several times during the academic year and summer. The inspectors may require that a kitchen be closed based on poor sanitation. To keep the kitchens open, these steps must be followed:

- Students are responsible for cleaning any area and utensils they use.
- Student-owned refrigerators may not be kept in lounges or kitchens.
- The outside, top, and gaskets of refrigerators should be wiped off frequently. The inside should be cleaned biweekly, and any spills should be cleaned immediately. Students should not wait for someone else to clean up a spill.
- All refrigerators should have thermometers, and the temperature should be maintained at 45 degrees F or below, with the freezer regulated at -10 to 0°
- Freezers should be defrosted when frost buildup grows to 1/4 inch thick.
- Any food to be stored should be kept off the floor, in sealed and marked containers. Students should not store cleaning compounds or other toxic materials with or on shelves above food.
- Utensils that are worn, chipped, pitted, or corroded should not be used. Utensils should be washed thoroughly after each use, drained dry, and stored to protect them from contamination.
- Refuse should be placed in the appropriate containers. Containers must be covered and lined with plastic bags. Containers must be kept clean inside and out.
- Food should be thawed either in the refrigerator, by keeping it in a plastic bag and running cool water over it, or by cooking. Food should never be left out in warm air to thaw since bacteria thrive in this environment.
- Personal hygiene is most important when preparing food for others. Students are reminded to always wash their hands and tie their hair back before preparing any food. Anyone with a communicable sore, boil, or skin condition should not prepare food.
- All kitchens must be kept in sanitary condition. Residents must set up a schedule of duties to keep the kitchen area sanitary in order to safeguard the health of all students living in the suite.

BUILDING SERVICES

Residents are responsible for keeping their own rooms, kitchens, bathrooms within suites, and any facilities they use in sanitary condition – Building Services staff will not clean Spelman suites once residents move in for the summer. Furthermore, Spelman residents are responsible for disposing their trash in the dumpsters located across from the Dillon weight room or the 7th entry of Spelman.

FURNITURE POLICY

No furniture may be removed from any dormitory room during summer housing.

SUMMER MAINTENANCE

You may experience periods of inconvenience or noise resulting from construction or refurbishing. Summer provides the only opportunity to make repairs or improve mechanical systems in campus housing. We will notify residents of planned maintenance by posting signs on the doors of each entry.

SMOKING POLICY

Princeton University is committed to providing a healthy, smoke-free living environment for all its students. Further, New Jersey law prohibits smoking in all dormitories/annexes, including private student rooms and common areas. Accordingly, smoking is not permitted anywhere in Princeton University dormitories/annexes. Failure to follow the policy will result in disciplinary action.

ALCOHOL POLICY

Students are expected to be acquainted with and abide by University regulations regarding the use of alcoholic beverages (<http://www.princeton.edu/pr/pub/rrr/08/home/index.htm>). These regulations are designed to be consistent with the laws of the State of New Jersey, and, in general, prohibit the consumption and serving of alcohol beverages by and to persons less than 21 years of age. Students are in violation of the alcohol policy under any of the following circumstances:

- Possession of an open container of alcohol, by any student, in common spaces (lounges, living rooms, game rooms, hallways, entryways, dining areas, courtyards, etc.);
- Possession of any container of alcohol (open or sealed) in common spaces by students under the age of 21;
- Possession of a keg or a keg tap;
- Serving, providing, or making available alcohol to persons under 21.

The aforementioned violations are regarded more seriously if property is damaged or the privacy of others is infringed upon.

The University respects the right to privacy, and its representatives do not enter dormitory rooms in order to enforce this policy without reasonable suspicion that University policies or regulations have been violated. If a violation is determined, all alcohol and equipment used to dispense it are confiscated and not returned.

LAUNDRY

Free washers and dryers are located in entry 5 of Spelman Hall. You can access the laundry room through a separate entrance located on the ground level.

ACCOUNT REPRESENTATIVES

Three students will be assigned to serve as your Account Representatives. These individuals will be able to handle any questions or concerns that may arise throughout your stay. You can also purchase athletic passes and register for Dormnet at Conference & Event Services (CES). It is our objective to make your stay at Princeton as enjoyable as possible, so please avail yourself of this service. CES is open Monday through Friday from 8:30am – 4:30pm.

SATURDAY SHOPPER SHUTTLE

You can take the Saturday Shopper Shuttle to shopping outlets within Nassau Park Boulevard with stops at the Wegmans, Walmart, and Trader Joe's. <http://www.princeton.edu/transportation/ttroutes/>

ON-CAMPUS FOOD

Past experience indicated that the majority of participants utilized the kitchens in the dorm. The Frist Campus Center food gallery is open for breakfast and lunch Monday – Friday and there is a 24-hour convenience store (Wawa) close to the dorm. You will also be provided with a listing of Princeton restaurants upon arrival.

MEAL CARDS

Participants also have the option of purchasing a declining-balance meal card. The cost of the summer meal card is \$400 and it will cover 24-40 meals depending on the meal. Meal rates at the Dining Halls are: breakfast - \$10.45; lunch - \$15.25; dinner - \$19.95. You can also use the meal card at the Frist Campus Center food gallery, where they serve breakfast and lunch at a la carte prices on Monday-Friday only. The meal card must be paid for by credit card at by May 27, 2016. You can add money to the card as needed; however, you will not receive a refund for balances left on the card. If you are interested in purchasing a meal card, please contact Lucy Weise at lweise@princeton.edu.

PARKING

You will be able to park your car in Lot #20 (http://www.princeton.edu/transportation/Parking_Lots.pdf). Parking permits will be available at registration. If you commit a parking violation you will be subject to, and responsible for, a fine and/or tow. There are metered parking spaces on University Place.

Note: Overnight parking is prohibited on all Princeton Streets.

Parking at GFDL is in the parking lot next to the building and across from Sayre Hall. No permit is required at the laboratory. Directions to GFDL are at: <http://www.gfdl.noaa.gov/visiting>

TRANSPORTATION TO GFDL

The Forrestal Campus and Princeton Plasma Physics Laboratory (PPPL) will now be serviced with a dedicated daily route linking to main Princeton University campus on Monday-Friday, 8:00am – 7:00 pm. Stops include: Princeton Station > Lakeside > Lewis Library > Dean Mathey > University Medical Center > Forrestal/AOS > PPPL > Lakeview Apts > Dean Mathey > Jadwin Hall > Palmer Square. Please check the summer shuttle schedule (to be posted soon) at this website:

<http://www.princeton.edu/transportation/tigertransit.html>

Note: The Princeton Station (Dinky) is next to Spelman Hall, so you can get on the shuttle at the train station and take it to Forrestal Campus. The stop closest to GFDL is AOS, which is diagonally across the street from GFDL. GFDL is the black steel and I-beam two story building on your right side as you pull up to AOS' Sayre Hall. Otherwise, you may commute by driving your vehicle.

ATHLETIC FACILITIES

During the summer, participants will have access to the University's tennis courts, health/fitness room, swimming pool, basketball courts, etc. In order to use these facilities, participants must purchase athletic chits at the Conference Office. Athletic chits are good for one visit to Dillon Gym – you may stay as long as you like but once you leave, another chit is required to re-enter. A summer athletic pass can be purchased and would entitle you to unlimited use of athletic facilities. Rates for athletic chits and summer passes will be available at registration.

PRINCETON UNIVERSITY STORE

The U-Store sells a wide range of items, including stationary, sportswear, small appliances, cameras, books and magazines. It also has a pharmacy and a limited grocery section.

LIBRARY

Participants will have access and borrowing privileges to Princeton University's Firestone Library. Your Account Representatives will lay the groundwork for this; however, you will need to go to the Library Privileges Office in Firestone Library to have your photo taken. Please bring your drivers license or another form of photo ID when you go to the Privileges Office. <http://library.princeton.edu/hours/access?month=2015-06>

DORMNET

If you are bringing your personal computer and want to connect to the Internet while on campus, there are a few options.

1. eduroam (secured) for wireless internet access while on campus
2. Register to puwireless. OIT would like us to register machines and devices to the network, but there are **no charges** for puwireless. See attached for the registration form. You may complete the form and email it back to me.
3. If students need to connect to Ethernet, the charge is \$30/calendar month/machine.

GFDL COMPUTER ACCOUNT INFORMATION

GFDL Computer Account Request Forms are available at:

http://www.gfdl.noaa.gov/cms-filesystem-action/administrative/computer_account_request.pdf

Completed forms are to be scanned in and e-mailed to your GFDL Host or faxed to your host at 609-987-5070. We recommend that you complete this before you arrive at GFDL as it will ease your transition. Also for your reference, the following is a link to GFDL's Computer Use Policy, which you should read and familiarize yourself with prior to your arrival:

http://www.gfdl.noaa.gov/cms-filesystem-action/administrative/computer_use_policy.pdf

MAIL

All personal mail can be addressed to you at:

"Your Name" - GFDL Summer Intern
c/o Steve Mayle
DOC/NOAA/OAR/Geophysical Fluid Dynamics Laboratory
201 Forrestal Road

Princeton, NJ 08540

Note: Mail addressed to you at your Spelman Hall address will never arrive.

MEDICAL CARE

If medical care is needed, there is:


1. University Medical Center of Princeton at Plainsboro
1 Plainsboro Rd Plainsboro Township, NJ 08540
(Rt. 1 North between Plainsboro Road and Scudders Mill Road)

2. Princeton Primary & Urgent Care
707 Alexander Road, Suite 201
Princeton, NJ 08540
Tel: 609-919-0009 Fax: 609-919-0008
Office hours: Monday – Friday: 8:00a.m to 6p.m and Saturday: 9:00a.m to 12 noon

Summer Dormnet 2016: Wireless Registration

You are about to register your computer with the Campus Hostmaster and subscribe to Summer Dormnet 2016. In doing so you are agreeing that you:

- Have read and understood the University Guidelines for Use of Campus and Network Computing Resources (www.princeton.edu/guidelines.html) Please be aware that sharing of copyrighted files is not permitted and that you will be liable for copyright violations according to the Digital Millennium Copyright Act. At minimum, copyright violation will result in discontinued network access without refund.
- Understand that your Dormnet subscription is personal and may not be shared or transferred.
- Understand that there may be occasional scheduled and unscheduled outages in service that will prevent access temporarily.
- Understand that Princeton University's Office of Information Technology takes responsibility for the campus network infrastructure only, and does not assume responsibility for your activities on the network nor extend hardware or software technical support for your personal computer.

 **PC's ** You MUST** 1. have Antivirus software installed with up to date virus definitions (Symantec Antivirus is preferred)

2. have all Windows updates made current.

If these two points can not be complied with, do not complete this form and do not attempt network access at Princeton. It is a virtual certainty that your computer will become infected upon connection to the internet. Thus, your application will be denied.

- Once connected to the network, virus infection will result in immediate blockage of your connection. In the event that you are able to clean your computer and access is restored, a second instance of infection will result in permanent disconnection.

If you agree with the above, please complete this form, and sign and date below.

(COMPLETE ALL SECTIONS AND PLEASE PRINT CLEARLY**)**

Name: _____

Email: _____

Wireless Adapter address: ____ - ____ - ____ - ____ - ____ - ____

Wireless Adapter address: ____ - ____ - ____ - ____ - ____ - ____

Wireless Adapter address: ____ - ____ - ____ - ____ - ____ - ____

Operating System: _____

(i.e. Windows 2000/XP/Vista, Mac OS, Linux, etc.)

●Antivirus definitions updated ☐

●Windows updates current ☐

Summer Group: _____

Dates of Service: _____

Contact Number (for questions or problems): _____

Signature: _____ **Today's Date:** _____

To be completed by Conference Office

Dorm: _____ Room: _____

Tech Contact: _____

Account Representatives: _____

Do Not Submit An Incomplete Form!

Finding your Ethernet Addresses

Windows 2000, XP

You can find your machine's Ethernet or Wireless hardware addresses using Microsoft's **ipconfig** utility:

1. Click the **Start** button.
 2. Select **Programs** and then select **Accessories/Command Prompt**.
 3. At the **C:\>** prompt, enter the following then press the Enter key:
 4. `ipconfig /all`
 5. Your machine's Ethernet or Wireless hardware address is listed as the **Physical Address**.
 6. If your machine has both an Ethernet and a Wireless connection, two **Physical Addresses** will be shown in different sections. The Ethernet hardware address is listed under **Ethernet Adapter Local Area Connection** and the Wireless hardware address will be listed under **Ethernet Adapter Wireless Network Connection**.
 7. To close the **Command Prompt** window, enter the following at the **C:\>** prompt then press the Enter key:
 8. `exit`
-

Windows Vista, Windows 7

You can find your machine's Ethernet or Wireless hardware addresses using Microsoft's **getmac** utility:

1. If your device is a Dell laptop, ensure it is plugged into an electrical outlet; if it is not plugged in, the device's Ethernet address will not be displayed.
 2. Click the **Start** button.
 3. In the **Search** box, enter the following then press the Enter key:
 4. `cmd`
 5. At the DOS prompt, enter the following then press the Enter key:
 6. `getmac /v`
 7. Your machine's Ethernet or Wireless hardware addresses are listed as the **Physical Addresses**.
 8. If your machine has both an Ethernet and a Wireless connection, two **Physical Addresses** will be shown in different sections. The Ethernet hardware address is listed under **Ethernet Adapter Local Area Connection** and the Wireless hardware address will be listed under **Ethernet Adapter Wireless Network Connection**.
 9. To close the **Command Prompt** window, enter the following at the **C:\>** prompt then press the Enter key:
 10. `exit`
-

Windows 8

You can find your machine's Ethernet or Wireless hardware address using Microsoft's **getmac** utility.

1. Navigate to the **Charm Bar** through one of the following methods:
 - o Move the cursor to the bottom right corner of the screen to access the hot corner for the **Charm Bar**
 - o **Windows key** - 'C' command will open up the **Charm Bar**.
2. Start a search by selecting the Magnifying Glass icon at the top.
3. Search for "**Command Prompt**" then press the Enter key.
4. At the DOS prompt, enter the following then press the Enter key
5. `getmac/v`
6. Your machine's Ethernet or Wireless hardware addresses are listed as the **Physical Addresses**.
7. If your machine has both an Ethernet and a Wireless connection, two **Physical Addresses** will be shown in different sections. The Ethernet hardware address is listed under **Ethernet Adapter Local Area Connection** and the Wireless hardware address will be listed under **Ethernet Adapter Wireless Network Connection**.
8. To close the **Command Prompt** window, enter the following at the **C:\>** prompt then press the Enter key:

Mac OS X 10.4, 10.5, 10.6, 10.7, 10.8

To display your Mac OS X device's Ethernet or Wireless hardware addresses:

1. Make sure that the network interface you're interested in is part of the current location, and is turned "on":
 - a. Open the **System Preferences** application in the **Apple** menu.

The **System Preferences** application is also sometimes available in the Dock. It's also available in the Utilities folder (in versions 10.4 - 10.5) or the Applications folder (in versions 10.6 - 10.8).

- b. Click the Network icon in the **System Preferences** application.
 - c. The Network pane of the **System Preferences** application displays a **Location** pop-up menu near the top of its window.

In this **Location** pop-up menu, select a *location* that includes the network interface of interest.

For Mac OS X 10.4: You can verify that a network interface (port) is a member of a location by selecting that location, then in the **Show** pop-up menu, selecting Network Port Configurations. Verify that network interface of interest appears in the port list, and is turned "on" (its checkbox is checked).

For Mac OS X 10.5 - 10.8: You can verify that a network interface (port) is a member of a location by selecting that location, then verifying that the network interface of interest appears in the network ports list on the left side of the window. Verify that the interface's status (which appears in grey just below the name of the interface) is anything *other* than "Inactive."

- d. If you made any changes in this window, click the **Apply** button in the lower right corner of the window.
 - e. If you made any changes in the Network pane in **System Preferences** that you won't want to retain, make a note of them now, so you can undo them later.
 - f. Once you've verified that the network interface you're interested in is part of the current location and is turned "on" (in 10.4), or is anything except "inactive" (in 10.5 - 10.8), you can select **Quit System Preferences** from the **File** menu.
2. In Mac OS X 10.4 - 10.6, launch the **System Profiler** application. In Mac OS X 10.7 - 10.8, launch the **System Information** application.

This program is normally located in the Utilities folder, which in turn is located in the Applications folder.

3. In the **Contents** pane on the left, select **Network**.
4. Displayed in the upper-right pane is a list of each of the Mac's network interfaces that are part of the current network location and are turned "on" (in 10.4), or anything except "inactive" (in 10.5 - 10.8). (In 10.6 - 10.8, these are entitled "Active Services".)

In this upper-right pane, select the item for the Ethernet or AirPort (a.k.a. "Wireless") interface in which you are interested.

5. Displayed in the lower-right pane is information about the selected network interface.

Each interface's hardware address is the value labelled **Ethernet address**, **MAC address**, or **Hardware (MAC) address**. This is true even if the device is actually a wireless interface. (It is *not* the item labelled RouterHardwareAddress or the item labelled ARPResolvedHardwareAddress. Make a note of the value; this is the information you were seeking.

6. Quit the **System Profiler** (in 10.4 - 10.6) application or the **System Information** (in 10.7 - 10.8) application.

7. If earlier you changed any settings in the Network pane of **System Preferences** (e.g. to make a particular network interface active) and you wish to change it back, do so now.
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Apple iPhone OS 3.1 3.2; iOS 4.0 9.0

To display your Apple iOS (or iPhone OS) device's Wireless hardware address:

1. Open the **Settings** application.
2. From the list of setting categories, select General.
3. From the list of general settings, select About.
4. The Wireless hardware address is the value labelled Wi-Fi Address.
5. Leave the **Settings** application.